



## Request for City Council Committee Action

Date June 20, 2003

To Ways & Means/Budget Committee

Referral to None

Prepared by Anthony Lopez, Phone 335-6031

Approved by John Bergquist \_\_\_\_\_  
John Moir \_\_\_\_\_

**Subject Request to Issue RFP for Automated Teller Machines at the Convention Center**

**Presenters in Committee** Anthony Lopez, Executive Director, and Chris Larson, Director of Facility Services

### Recommendation

That the Convention Center be granted approval to issue an RFP providing automated teller machines (ATMs) at the Convention Center for visitors and clients, effective October 24, 2003, at no cost to the City.

#### **Financial Impact** (Check those that apply)

☒ No financial impact (If checked, go directly to Background/Supporting Information)

☐ Action requires an appropriation increase to the Capital Budget

☐ Action requires an appropriation increase to the Operating Budget

☐ Action provides increased revenue for appropriation increase

☐ Action requires use of contingency or reserves

☐ Other financial impact (Explain):

☐ Request provided to the Budget Office when provided to the Committee Coordinator

### Background/Supporting Information

On October 24, 1997, the City Council approved an agreement with US Bank National Association for providing ATM service at the Convention Center to enhance customer service. We currently have two ATMs on the premises from which we receive a varying percentage of collected surcharges based upon the number of monthly transactions. The current contract will expire October 24, 2003.

Accordingly, this is to request approval to issue an RFP for ATM service at no cost to the City, based upon concurrence of the Permanent Review Committee (PRC).

/smc